

EXECUTION ORDER: FORCE DESIGN UPDATE (FDU) 05-02 PERSONNEL SERVICES DELIVERY REDESIGN (PSDR) IMPLEMENTATION

(U) REFERENCE:

- a. (U) HQDA, AR 5-10, STATIONING, DATED 1 MARCH 2001.
- b. (U) HQDA, AR 600-13, ARMY POLICY FOR THE ASSIGNMENT OF FEMALE SOLDIERS, DATED 27 MARCH 1992.
- c. (U) HQDA, GENERAL ORDER NUMBER 3, ASSIGNMENT OF FUNCTIONS AND RESPONSIBILITIES WITHIN HEADQUARTERS, DEPARTMENT OF THE ARMY, DATED 9 JULY 2002.
- d. (U) HQDA, AR 220-1, UNIT STATUS REPORTING, DATED 16 MARCH 2006.
- e. (U) HQDA, ARMY CAMPAIGN PLAN (ACP), DATED 12 APRIL 2004, THROUGH CHANGE THREE DATED 12 MAY 2006.
- f. (U) HQDA, AR 735-5, POLICIES AND PROCEDURES FOR PROPERTY ACCOUNTABILITY, DATED 25 FEBRUARY 2005.
- g. (U) HQDA, WARNING ORDER, SUBJECT: HQDA WARNING ORDER FOR IMPLEMENTATION OF PERSONNEL SERVICES DELIVERY REDESIGN (PSDR), DATED 31 AUGUST 2005.
- h. (U) HQDA, MEMORANDUM FROM VICE CHIEF OF STAFF OF THE ARMY, SUBJECT: PERSONNEL SERVICE DELIVERY REDESIGN (PSDR), DATED 24 OCTOBER 2005.

1. (U) SITUATION. THE VCSA APPROVED THE PERSONNEL SERVICES DELIVERY (PSDR) FORCE DESIGN UPDATE (FDU) 05-02 FOR STANDARD REQUIREMENTS CODE (SRC) 12 ADJUTANT GENERAL (AG) UNITS AND ALL OPERATIONAL BATTALION AND BRIGADE S1 SECTIONS IN THE THREE COMPONENTS ON 10 FEB 06. PSDR SHIFTS THE CORE OF HR SUPPORT FOR ESSENTIAL MILITARY PERSONNEL SERVICES TO PROFESSIONALIZED BDE AND BN S1 SECTIONS WHICH WILL BE RESOURCED AND TRAINED TO ASSUME THESE MISSIONS. PSDR ALSO PROVIDES ADDITIONAL PERSONNEL RESOURCES TO THE BDE S1 TO BETTER PERFORM THE STRENGTH MANAGEMENT MISSION, A FUNCTION THAT SHIFTED TO BDE S1S AS A RESULT OF

ARMY MODULARITY. REDESIGNED THEATER LEVEL AG UNITS PERFORM CASUALTY REPORTING, POSTAL OPERATIONS, AND R5, (RECEPTION, RETURN TO DUTY, REST AND RELAXATION, REPLACEMENT AND REDEPLOYMENT). IN ACCORDANCE WITH THE VCSA'S GUIDANCE REGARDING IMPLEMENTATION OF THIS FDU, HQDA AND UNITED STATES ARMY SOLDIER SUPPORT INSTITUTE (USASSI) PLANNED WITH ARMY COMMANDS AND INSTALLATIONS, COMPLETED A SUPPLEMENTAL OPLAN FOR EACH SITE, AND BEGAN SITE IMPLEMENTATION TASKS IN THE 2^D QTR FY 06.

2. (U) MISSION. THE ARMY IMPLEMENTS PSDR IN BRIGADES, SPECIAL TROOP BATTALIONS, BATTALIONS AND AG UNITS USING THE DETAILED EVENT MILESTONES SCHEDULE AT ANNEX A AND THE ACTIVE COMPONENT UNIT IMPLEMENTATION SCHEDULE AT ANNEX B. UNIT ACTIVATION, INACTIVATION AND CONVERSION ACTIVITIES BEGAN IN 2^D QTR FY06 AND WILL CONTINUE UNTIL COMPLETE.

3. (U) EXECUTION.

a. (U) INTENT. CONVERT DESIGNATED UNITS TO PSDR STRUCTURE. INTENT IS TO ALIGN PERSONNEL SUPPORT WITH THE ARMY'S MODULAR FORCE WHILE LEVERAGING NEW AND EVOLVING TECHNOLOGIES TO BETTER SERVE SOLDIERS AND COMMANDERS. COMPLETE IMPLEMENTATION FOR ALL COMPONENTS BY END OF FY09.

b. (U) CONCEPT OF OPERATIONS. THE ARMY WILL CONDUCT A PHASED IMPLEMENTATION OF PSDR (FDU 05-02) AS APPROVED BY THE VCSA. ALL RELATED ACTIONS WILL BE IN ACCORDANCE WITH APPROVED FDU AND MODULAR DESIGNS, AND THE ARMY CAMPAIGN PLAN.

(1) PHASE I. 101ST AA DIVISION AND CAMPBELL (FY 05) COMPLETED.

(2) PHASE II. (FY06 - 08) SEE ANNEX B.

c. (U) TASKS AND RESPONSIBILITIES.

(1) (U) ARMY COMMANDS:

(a) (U) DIRECTOR, ARMY NATIONAL GUARD:

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS.

(2) (U) DESIGNATE AN OVERALL LEAD AND POINT OF CONTACT (POC) WITH TASKING AUTHORITY TO COORDINATE AND EXECUTE PSDR. PROVIDE THE CONTACT INFORMATION, INCLUDING EMAIL ADDRESS TO PSDR@HOFFMAN.ARMY.MIL.

(3) (U) DESIGNATE A POINT OF CONTACT (POC) TO COORDINATE AND EXECUTE PSDR WITHIN EACH STATE. PROVIDE THE CONTACT INFORMATION, INCLUDING EMAIL ADDRESS TO PSDR@HOFFMAN.ARMY.MIL .

(4) (U) PROVIDE AN IMPLEMENTATION PLAN AT UIC LEVEL OF DETAIL FOR MTOE CHANGES FROM FY07 THROUGH FY09 TO THE DAMO-FM POC.

(5) (U) DEVELOP THE PSDR TRAINING/CONVERSION SCHEDULE WITH HRC AND TRADOC PSDR LEADS. COORDINATE WITH NEW ORGANIZATIONAL TRAINING (NOT) TEAM FOR TRAINING REQUIREMENTS (CONNECTIVITY, TRAINING LOCATIONS, ETC.)

(6) (U) PROVIDE NOT TEAM WITH CONTACT INFORMATION FOR SUBJECT MATTER EXPERTS AND TRAINERS FOR HR SYSTEMS, PROCESSES, AND EQUIPMENT. ALSO BE PREPARED TO PROVIDE ON-SITE TRAINERS TO THE NOT TEAM AS NEEDED.

(7) (U) PREPARE EQUIPMENT REDISTRIBUTION PLAN BASED ON THE FDU 05-02 DOCUMENTATION AT ANNEX C AND PROVIDE TO THE USASSI NOT TEAM.

(b) (U) CG, UNITED STATES ARMY RESERVE COMMAND (CG, USARC)

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS.

(2) (U) DESIGNATE AN OVERALL LEAD AND POC WITH TASKING AUTHORITY TO COORDINATE AND EXECUTE PSDR. PROVIDE THE CONTACT INFORMATION, INCLUDING EMAIL ADDRESS, TO PSDR@HOFFMAN.ARMY.MIL.

(3) (U) DESIGNATE A POINT OF CONTACT (POC) TO COORDINATE AND EXECUTE PSDR WITHIN EACH REGION. PROVIDE THE CONTACT INFORMATION, INCLUDING EMAIL ADDRESS TO PSDR@HOFFMAN.ARMY.MIL .

(4) (U) PROVIDE AN IMPLEMENTATION PLAN AT UIC LEVEL OF DETAIL FOR MTOE CHANGES IN FY06 THROUGH FY08 TO THE DAMO-FM POC.

(5) (U) DEVELOP THE PSDR TRAINING/CONVERSION SCHEDULE WITH HRC AND TRADOC PSDR LEADS. COORDINATE WITH THE NOT TEAM FOR TRAINING REQUIREMENTS (CONNECTIVITY, TRAINING LOCATIONS, ETC.).

(6) (U) PROVIDE NOT TEAM WITH CONTACT INFORMATION FOR SUBJECT MATTER EXPERTS AND TRAINERS FOR HR SYSTEMS, PROCESSES, AND EQUIPMENT. ALSO BE PREPARED TO PROVIDE ON-SITE TRAINERS AS NEEDED TO THE NOT TEAM.

(7) (U) PREPARE EQUIPMENT REDISTRIBUTION PLAN BASED ON THE FDU 05-02 DOCUMENTATION AT ANNEX C AND PROVIDE TO THE NOT TEAM.

(c) (U) CG, TRAINING AND DOCTRINE COMMAND (CG,TRADOC).

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS.

(2) (U) DESIGNATE COMMAND LEAD TO ASSIST, MONITOR AND PROVIDE ADVICE TO TRADOC SENIOR MISSION COMMANDERS REGARDING: IMPLEMENTATION OF PSDR ON INSTALLATIONS WHERE TRADOC IS THE SENIOR MISSION COMMANDER; INTEGRATION OF BASE SUPPORT FUNCTIONS (IE. PERSONNEL SUPPORT THAT IMA PROVIDES TO TRADOC); POLICY DEVELOPMENT; PRIORITIES AND RESOURCES. DESIGNATE PROPONENT SCHOOL AS PSDR LEAD TO ESTABLISH NOT TEAMS AND TO COORDINATE AND EXECUTE NOT TRAINING. PROVIDE LEAD AND NOT TEAM POC NAMES, PHONE NUMBERS, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL NLT AFTER RECEIPT OF THIS ORDER.

(3) (U) AS DIRECTED BY TRADOC, SCHOOL PROPONENT WILL ESTABLISH AND DEPLOY THREE MULTI COMPONENT NOT TEAMS AS IMPLEMENTATION LEAD. TEAM CHIEFS HAVE OVERALL RESPONSIBILITY FOR ON SITE COORDINATION AND IMPLEMENTATION. NOT TEAMS WILL:

a. (U) COORDINATE WITH INSTALLATIONS, HRC, ARNG, AND USARC TO COMPLETE AUTOMATED HR SYSTEM ACCESSES AND PERMISSIONS BEFORE THE START OF HR SYSTEMS TRAINING.

b. (U) COORDINATE AND CONDUCT ORIENTATION BRIEFS FOR LEADERS AT COMMANDS / INSTALLATIONS. PROVIDE INSTALLATION LEADERSHIP WITH UPDATE BRIEFS AS REQUIRED.

c. (U) BE PREPARED TO ADVISE INSTALLATION STRENGTH MANAGERS ON DEVELOPMENT OF PERSONNEL CROSS-LEVELING PLANS BASED ON VCSA GUIDANCE TO ENSURE EQUITABLE DISTRIBUTION OF PERSONNEL SPECIALISTS MOVING TO BRIGADE / BATTALION S1 SECTIONS.

d. (U) DEVELOP AND PUBLISH A PROGRAM OF INSTRUCTION (POI) REQUIREMENTS LIST. PROVIDE LIST TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

e. (U) DEVELOP ORGANIZATIONAL TRAINING PLANS AND SCHEDULES FOR INSTALLATIONS AND UNITS AFFECTED IN PHASE II PER ANNEX B (CASUALTY, POSTAL, R5 AND S1 SECTIONS). PROVIDE PLAN AND SCHEDULE TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL FOR PUBLICATION.

f. (U) DEVELOP INDIVIDUAL CERTIFICATION REQUIREMENTS. PROVIDE REQUIREMENTS FOR PUBLICATION TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL NLT 30 DAYS AFTER RECEIPT OF THIS ORDER.

g. (U) DEVELOP PROCESS TO CAPTURE FEEDBACK FOR USE IN DEVELOPMENT OF DOCTRINE, ORGANIZATIONS, TRAINING, MATERIAL, LEADERS , PERSONNEL AND FACILITIES.

(d) (U) CG, FORCES COMMAND (FORSCOM).

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS IMPACTED.

(2) (U) DESIGNATE AN OVERALL HEADQUARTERS LEAD WITH TASKING AUTHORITY AND A POC AT EACH LOCATION (LOCATIONS LISTED IN ANNEX B) TO COORDINATE AND EXECUTE PSDR. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(3) (U) ESTABLISH SRC12 (AG) UNITS AS FOLLOWS:

14TH HUMAN RESOURCES SUSTAINMENT CENTER (HRSC) AT FORT BRAGG AS A SUBORDINATE ELEMENT OF 1ST THEATER SUSTAINMENT COMMAND (TSC) IN SEP 06

18TH HR COMPANY AT FORT BRAGG IN SEP 06 WITH 3 POSTAL PLATOONS, 1 CASUALTY PLATOON WITH 6 CASUALTY LIAISON TEAMS (CLT) (THE 18TH HR CO WILL REFLAG TO BE THE 90TH HR CO EFFECTIVE 16 FEB 07.)

125TH AG DET (POSTAL), A MILITARY MAIL TERMINAL TM (MMT TM), AT FORT BRAGG IN SEP 06

510TH HR CO AT FORT EUSTIS IN SEP 06 WITH 4 R5 PLATOONS, 13 R5 TEAMS, 1 CASUALTY PLATOON WITH 7 CLT

52ND PERSONNEL DET (R5), A THEATER GATEWAY R5 TM (TG R5 TM), AT FORT EUSTIS IN SEP 06

101ST HR CO AT FORT CAMPBELL IN APR 07 WITH 3 R5 PLATOONS, 9 R5 TEAMS, 1 CASUALTY PLATOON WITH 6 CLT

9TH PERSONNEL DET (R5) (TG R5 TM) AT FORT CAMPBELL IN APR 07

502ND HR CO AT FORT HOOD IN APR 07 WITH 3 POSTAL PLATOONS

81ST AG DET (POSTAL) (MMT TM) AT FORT HOOD IN APR 07

22ND HR CO AT FORT LEWIS IN OCT 07 WITH 3 POSTAL PLATOONS, 2 R5 PLATOONS, 6 R5 TEAMS, 1 CASUALTY PLATOON WITH 6 CLT

112TH AG DET (POSTAL) (MMT TM) AT FORT LEWIS IN OCT 07

(4) (U) USE THE UNIT IMPLEMENTATION PLAN FOR EACH UNIT LISTED IN THIS ORDER'S ANNEXES TO ORGANIZE S1 SECTIONS AND SRC 12 (AG) UNITS AS OUTLINED. THE COMMAND'S REORGANIZATION PLAN SHOULD EQUITABLY CROSS-LEVEL PERSONNEL BASED ON SKILL, CURRENT DEPLOYMENT AVAILABILITY AND DOD POLICIES. PROVIDE PLAN TO INSTALLATIONS, HRC, AND THE NOT TEAM(S).

(5) (U) ASSIST INSTALLATION SITE POC AND COORDINATE WITH NOT TEAMS FOR TRAINING REQUIREMENTS (CONNECTIVITY, TRAINING AREAS, ETC).

(6) (U) ASSIST INSTALLATION SITE POC TO COMPLETE ALL HR SYSTEM ACCESS REQUIREMENTS. SUBMIT REQUESTS FOR ACCESS AND PERMISSIONS TO HUMAN RESOURCE COMMAND (HRC).

(7) (U) ASSIST INSTALLATION SITE LEAD AS REQUIRED AND PREPARE EQUIPMENT REDISTRIBUTION PLAN BASED ON THE FDU EQUIPMENT DOCUMENTATION INFORMATION IN ANNEX C AND E. PROVIDE PLAN TO THE NOT TEAM .

(e) (U) CG, US ARMY PACIFIC (USARPAC)

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS IMPACTED.

(2) (U) DESIGNATE AN OVERALL HEADQUARTERS LEAD WITH TASKING AUTHORITY AND A POC AT EACH LOCATION (LOCATIONS LISTED IN ANNEX B) TO COORDINATE AND EXECUTE PSDR. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(3) (U) RECEIVE 8TH PERSCOM FROM EIGHTH U.S. ARMY AS OF 29 SEP 06, CONVERT IT TO THE 8TH HRSC AND ESTABLISH AS A SUBORDINATE ELEMENT OF 8TH TSC AT FORT SHAFTER AS OF 30 SEP 06. INACTIVATE 203RD PSB EFFECTIVE 15 JAN 07 AND 556TH PSB EFFECTIVE 15 OCT 07.

(4) (U) USE THE UNIT IMPLEMENTATION PLAN FOR EACH INSTALLATION LISTED IN THIS ORDER'S ANNEXES. ORGANIZE S1 SECTIONS AND SRC 12 UNITS AS OUTLINED. THE COMMAND'S REORGANIZATION PLAN SHOULD EQUITABLY CROSS-LEVEL PERSONNEL BASED ON SKILL, CURRENT DEPLOYMENT AVAILABILITY AND DOD POLICIES. PROVIDE PLAN TO INSTALLATIONS, HRC, AND THE NOT TEAM(S).

(5) (U) ASSIST INSTALLATION SITE POC AS REQUIRED, AND COORDINATE WITH NOT TEAMS FOR TRAINING REQUIREMENTS (CONNECTIVITY, TRAINING AREAS, ETC).

(6) (U) ASSIST INSTALLATION SITE POC AS REQUIRED IN COMPLETING ALL HR SYSTEM ACCESS REQUIREMENTS AND SUBMITTING REQUESTS FOR ACCESS AND PERMISSIONS TO HRC.

(7) (U) ASSIST INSTALLATION SITE POC AS REQUIRED AND PREPARE AN EQUIPMENT REDISTRIBUTION PLAN BASED ON THE FDU EQUIPMENT DOCUMENTATION AS REFLECTED IN ANNEX C. PROVIDE PLAN TO NOT TEAM.

(f) (U) CG, EIGHTH UNITED STATES ARMY (EUSA).

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS.

(2) (U) DESIGNATE AN OVERALL HEADQUARTERS LEAD WITH TASKING AUTHORITY AND A POC AT EACH LOCATION (LOCATIONS LISTED IN ANNEX B) TO COORDINATE AND EXECUTE PSDR. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(3) (U) INACTIVATE 509TH PSB EFFECTIVE 15 JUN 06 AND TRANSFER THE 8TH HRSC TO HAWAII IN FY06. THE 1ST REPLACEMENT COMPANY AND 19TH AG POSTAL COMPANY ARE SCHEDULED TO INACTIVATE ON 15 OCT 07 AND 15 SEP 09, RESPECTIVELY. AT THE TIME OF PUBLICATION OF THIS ORDER, CG EUSA HAD REQUESTED DELAYING INACTIVATION OF 516TH PSB TO APR 07. THE INACTIVATION OF THE 516TH PSB SCHEDULED FOR 30 SEP 06 MAY BE ADJUSTED. THE FINAL DECISION WILL BE PUBLISHED VIA FRAGO.

(4) (U) USE THE UNIT IMPLEMENTATION PLAN FOR EACH INSTALLATION LISTED IN THIS ORDER'S INSTALLATION ANNEXES. ORGANIZE S1 SECTIONS AND SRC 12 (AG) UNITS AS OUTLINED. THE COMMAND'S REORGANIZATION PLAN SHOULD EQUITABLY CROSS-LEVEL PERSONNEL BASED ON SKILL, CURRENT DEPLOYMENT AVAILABILITY AND DOD POLICIES. PROVIDE PLAN TO ASSIST INSTALLATIONS AND HRC TO NOT TEAM.

(5) (U) ASSIST INSTALLATION SITE POC AS REQUIRED AND COORDINATE WITH NOT TEAMS FOR TRAINING REQUIREMENTS (CONNECTIVITY, TRAINING AREAS, ETC).

(6) (U) ASSIST INSTALLATION SITE POC IN COMPLETING ALL HR SYSTEM ACCESS REQUIREMENTS AND SUBMIT REQUESTS FOR ACCESS AND PERMISSIONS TO HRC.

(7) (U) ASSIST INSTALLATION SITE POC AND PREPARE EQUIPMENT REDISTRIBUTION PLAN BASED ON THE FDU EQUIPMENT DOCUMENTATION AS REFLECTED IN ANNEX C. PROVIDE PLAN TO NOT TEAM.

(8) (U) EUSA AND SITE POC COORDINATE WITH NOT TEAM BEFORE SCHEDULED CONVERSION/TRAINING MONTH TO GET A COMPLETE LIST OF PRE-TRAINING AND PRE-CONVERSION REQUIREMENTS.

(9) (U) EUSA AND SITE POC COORDINATE WITH INSTALLATION MANAGEMENT AGENCY KOREA REGION (IMA KORO) IN PREPARING TO PROVIDE MILITARY PERSONNEL DIVISION (MPD) AND RECEPTION SUPPORT.

(g) (U) CG, UNITED STATES ARMY EUROPE AND SEVENTH ARMY (USAREUR).

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS.

(2) (U) DESIGNATE AN OVERALL HEADQUARTERS LEAD WITH TASKING AUTHORITY AND A POC AT EACH LOCATION (LOCATIONS LISTED IN ANNEX B) TO COORDINATE AND EXECUTE PSDR. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(3) (U) INACTIVATE THE 510TH PSB IN USAREUR EFFECTIVE 15 AUG 06, 55TH PSB AND 90TH PSB EFFECTIVE 15 FEB 07, AND 38TH PSB EFFECTIVE 15 DEC 07. (NOTE: IAW PARAGRAPH 3C(1)(D)(3) ABOVE, 510TH HR CO WILL STAND UP AT FORT EUSTIS IN SEP 06, AND THE 18TH HR CO WILL REFLAG TO BE THE 90TH HR CO EFFECTIVE 16 FEB 07.) PREPARE TO REORGANIZE 1ST PERSCOM EFFECTIVE 16 FEB 07 AND TO INACTIVATE 64TH REPLACEMENT CO EFFECTIVE 15 OCT 07 AND TO INACTIVATE 111TH, 139TH, 147TH AND 566TH POSTAL COMPANIES EFFECTIVE 15 SEP 09.

(4) (U) USE THE UNIT IMPLEMENTATION PLAN FOR EACH INSTALLATION LISTED IN THE ANNEXES. ORGANIZE S1 SECTIONS AND SRC 12 UNITS AS OUTLINED. REORGANIZATION PLAN SHOULD EQUITABLY CROSS-LEVEL PERSONNEL BASED ON INDIVIDUAL SKILL, CURRENT DEPLOYMENT AVAILABILITY AND DOD POLICIES. PROVIDE PLAN TO ASSIST INSTALLATIONS AND HRC TO THE NOT TEAM.

(5) (U) ASSIST INSTALLATION SITE POC AS REQUIRED AND COORDINATE WITH NOT TEAMS FOR TRAINING REQUIREMENTS (CONNECTIVITY, TRAINING AREAS, ETC).

(6) (U) ASSIST INSTALLATION SITE POC AS REQUIRED FOR COMPLETION OF ALL HR SYSTEM ACCESS REQUIREMENTS AND SUBMIT REQUESTS FOR ACCESS AND PERMISSIONS TO HRC.

(7) (U) ASSIST INSTALLATION SITE POC AS REQUIRED AND PREPARE EQUIPMENT REDISTRIBUTION PLAN BASED ON THE INFORMATION IN ANNEX C. PROVIDE PLAN TO NOT TEAM.

(8) (U) USAREUR AND SITE POC COORDINATE WITH NOT TEAM BEFORE THE SCHEDULED CONVERSION/TRAINING MONTH TO GET A COMPLETE LIST OF PRE-TRAINING AND PRE-CONVERSION REQUIREMENTS.

(9) (U) USAREUR AND SITE LEAD POC COORDINATE WITH INSTALLATION MANAGEMENT AGENCY EUROPE REGION (IMA EURO) IN PREPARING TO PROVIDE MILITARY PERSONNEL DIVISION (MPD AND RECEPTION SUPPORT.

(h) (U) CG, NETWORK COMMAND (NETCOM).

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS.

(2) (U) DESIGNATE AN OVERALL HEADQUARTERS LEAD WITH TASKING AUTHORITY AND A POC AT EACH LOCATION (LOCATIONS LISTED IN ANNEX B) TO COORDINATE AND EXECUTE PSDR. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(3) (U) USE THE UNIT IMPLEMENTATION PLAN FOR EACH INSTALLATION LISTED IN THE ANNEXES. ORGANIZE S1 SECTIONS AND SRC 12 (AG) UNITS AS OUTLINED. THE COMMAND'S REORGANIZATION PLAN SHOULD EQUITABLY CROSS-LEVEL PERSONNEL BASED ON INDIVIDUAL SKILL, CURRENT DEPLOYMENT AVAILABILITY AND DOD POLICIES. PROVIDE PLAN TO ASSIST INSTALLATIONS AND HRC. PROVIDE TO USASSI NOT TEAM.

(4) (U) ASSIST INSTALLATION SITE POC AND COORDINATE WITH NOT TEAMS FOR TRAINING REQUIREMENTS (CONNECTIVITY, TRAINING AREAS, ETC).

(5) (U) ASSIST INSTALLATION SITE POC FOR COMPLETION OF ALL HR SYSTEM ACCESS REQUIREMENTS AND SUBMIT REQUESTS FOR ACCESS AND PERMISSION TO HRC.

(6) (U) ASSIST INSTALLATION SITE POC AS REQUIRED FOR NETCOM ASSETS AND PREPARE EQUIPMENT REDISTRIBUTION PLAN BASED ON THE DOCUMENTATION IN ANNEX C. PROVIDE PLAN TO NOT TEAM.

(7) (U) NETCOM AND SITE POC COORDINATE WITH NOT TEAM PRIOR SCHEDULE CONVERSION/TRAINING MONTH TO GET A COMPLETE LIST OF PRE-TRAINING AND PRE-CONVERSION REQUIREMENTS.

(i) (U) CG, MEDICAL COMMAND (MEDCOM).

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS.

(2) (U) DESIGNATE AN OVERALL HEADQUARTERS LEAD WITH TASKING AUTHORITY AT HQ, MEDCOM AND AT ALL MEDCOM UNIT SITES LISTED IN THE ANNEXES. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(3) (U) USE THE UNIT IMPLEMENTATION PLAN FOR EACH INSTALLATION LISTED IN THE ANNEXES. ORGANIZE S1 SECTIONS AND SRC 12 (AG) UNITS AS OUTLINED. HQDA IS LOOKING AT SEVERAL COURSES OF ACTION TO ENSURE THAT LOW DENSITY PERSONNEL MANAGEMENT IS INTEGRATED AND ACCOUNTED FOR IN PSDR. WORK IS ONGOING TO DETERMINE THE BEST WAY TO PROFESSIONALIZE THE S-1 IN MEDICAL UNITS. THE DECISION IS PENDING REGARDING 70F S-1 OFFICERS. THE COMMAND'S REORGANIZATION PLAN SHOULD EQUITABLY CROSS-LEVEL PERSONNEL BASED ON INDIVIDUAL SKILL, CURRENT DEPLOYMENT AVAILABILITY AND DOD POLICIES. PROVIDE PLAN TO ASSIST INSTALLATIONS AND HRC. PROVIDE TO NOT TEAM.

(4) (U) ASSIST INSTALLATION SITE POC AND COORDINATE WITH NOT TEAMS FOR TRAINING REQUIREMENTS (CONNECTIVITY, TRAINING AREAS, ETC).

(5) (U) MEDCOM ASSIST INSTALLATION SITE POC AS REQUIRED FOR MEDCOM ASSETS FOR COMPLETION OF ALL HR SYSTEM ACCESS REQUIREMENTS AND SUBMIT REQUESTS FOR ACCESS AND PERMISSIONS TO HRC.

(6) (U) MEDCOM ASSIST INSTALLATION SITE POC AS REQUIRED FOR MEDCOM ASSETS AND PREPARE EQUIPMENT REDISTRIBUTION PLAN BASED ON THE FDU EQUIPMENT DOCUMENTATION AS REFLECTED IN ANNEX C. PROVIDE PLAN TO USASSI NOT TEAM.

(7) (U) MEDCOM AND SITE POC COORDINATE WITH SSI PRIOR TO THE SCHEDULED CONVERSION/TRAINING MONTH TO GET A COMPLETE LIST OF PRE-TRAINING AND PRE-CONVERSION REQUIREMENTS.

(j) (U) CG, USA SPECIAL OPERATIONS COMMAND (USASOC).

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS. DAMO-FM, DAMO-SOD AND USASOC G1/G8 WILL WORK WITH APPROPRIATE AGENCIES TO DEVELOP A PLAN FOR RESOURCE TRANSFER BETWEEN THE ARMY AND UNITED STATES SPECIAL OPERATIONS COMMAND. DAMO-FM WILL ISSUE DETAILED PLANNING GUIDANCE THROUGH FRAGO/ORDER UPDATES..

(2) (U) CONFIRM THE OVERALL COMMAND POC TO DAMO-FMO AND SSI. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(3) (U) VERIFY THE UNIT IMPLEMENTATION PLAN AND ANNEXES PROVIDED WITH THIS ORDER

(4) (U) COORDINATE PREPARATION FOR CONVERSIONS WITH INSTALLATION/SITE POC, NOT TEAMS AND USASSI IAW ANNEX A.

(5) (U) ASSIST INSTALLATION SITE POC FOR COMPLETION OF ALL HR SYSTEM ACCESS REQUIREMENTS AND SUBMIT REQUESTS FOR ACCESS AND PERMISSIONS TO HRC.

(6) (U) ASSIST INSTALLATION SITE POC AND PREPARE EQUIPMENT REDISTRIBUTION PLAN BASED ON THE FDU EQUIPMENT DOCUMENTATION IN ANNEX C. PROVIDE PLAN TO NOT TEAM NLT.

(7) (U) USASOC AND SITE POC COORDINATE WITH USASSI BEFORE THE SCHEDULED CONVERSION/TRAINING MONTH FOR A COMPLETE LIST OF PRE-TRAINING AND PRE-CONVERSION REQUIREMENTS.

(k) (U) CG, USA INTELLIGENCE AND SECURITY COMMAND (INSCOM).

(1) (U) EXECUTE PROPER DISTRIBUTION OF THIS ORDER TO ALL SUBORDINATE COMMANDS.

(2) (U) DESIGNATE AN OVERALL HEADQUARTERS LEAD WITH TASKING AUTHORITY AND A POC AT EACH LOCATION (LOCATIONS LISTED IN ANNEX B) TO COORDINATE AND EXECUTE PSDR. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(3) (U) USE THE UNIT IMPLEMENTATION PLAN FOR EACH INSTALLATION LISTED IN THE ANNEXES. ORGANIZE S1 SECTIONS AND SRC 12 (AG) UNITS AS OUTLINED. THE COMMAND'S REORGANIZATION PLAN SHOULD EQUITABLY CROSS-LEVEL PERSONNEL BASED ON INDIVIDUAL SKILL, CURRENT DEPLOYMENT AVAILABILITY AND DOD POLICIES. PROVIDE PLAN TO ASSIST INSTALLATIONS AND HRC. PROVIDE TO NOT TEAM.

(4) (U) ASSIST SITE POC AND COORDINATE WITH NOT TEAMS FOR TRAINING REQUIREMENTS (CONNECTIVITY, TRAINING AREAS, ETC).

(5) (U) ASSIST SITE POC IN COMPLETING ALL HR SYSTEM ACCESS REQUIREMENTS AND SUBMIT REQUESTS FOR ACCESS TO HUMAN RESOURCE COMMAND (HRC).

(6) (U) ASSIST SITE POC AS REQUIRED AND PREPARE EQUIPMENT REDISTRIBUTION PLAN BASED ON DOCUMENTATION IN ANNEX C. PROVIDE PLAN TO NOT TEAM.

(7) (U) INSCOM AND SITE POC COORDINATE WITH SSI BEFORE SCHEDULE CONVERSION/TRAINING TO GET A COMPLETE LIST OF PRE-TRAINING AND PRE-CONVERSION REQUIREMENTS.

(2) (U) TASKS TO HQDA STAFF:

(a) (U) ASSISTANT CHIEF OF STAFF INSTALLATION MANAGEMENT (ACSIM) DESIGNATE A LEAD WITH TASKING AUTHORITY FOR INSTALLATION MANAGEMENT AGENCY (IMA) HEADQUARTERS AND REGIONS. PROVIDE POC(S) NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL. IDENTIFY AS SOON AS POSSIBLE TO ARMY G-3/5/7 DAMO-FM ANY ANTICIPATED PROBLEMS INSTALLATIONS WILL HAVE SUPPORTING THE STATIONING OF SRC 12 (AG) UNITS AS INDICATED BY THIS ORDER.

(b) (U) HQDA G1 DESIGNATE A LEAD WITH TASKING AUTHORITY TO COORDINATE AND EXECUTE PMAD/UAD AUTHORIZATION DOCUMENT LOAD. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(c) (U) ARMY G1-HUMAN RESOURCES COMMAND (HRC).

(1) (U) DESIGNATE A LEAD POC WITH TASKING AUTHORITY TO COORDINATE AND EXECUTE PSDR IN HRC. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(2) (U) PROVIDE DETAILED GUIDANCE TO THE NOT TEAM ON OBTAINING ACCESS TO EMILPO, EDAS, TOPMIS, COPS, DATAQUERY, CITRIX AND ANY OTHER HR SYSTEMS.

(3) (U) EXPEDITE PROCESSING/COMPLETION OF PERNET SYSTEM ACCESS REGISTRATION (AHRC FORM -49R) AND INFORMATION ASSURANCE SECURITY OFFICER APPOINTMENT (AHRC FORM 50R) RECEIVED FROM THE NOT TEAM.

(4) (U) ENSURE PERNET SYSTEMS CAN SUPPORT INCREASED CONCURRENT USERS AND ACCESSES.

(5) (U) ESTABLISH PSC CODES FOR ALL BRIGADES AND SPECIAL TROOP BATTALIONS (STB) UNDERGOING PSDR (SEE ANNEX B). REFORMAT ALL RELATED INSTALLATION REPORTS TO CONTAIN PSC CODES. COORDINATE THE TIMING OF THE CONVERSION WITH THE NOT TEAM.

(6) (U) REMAP UICS UNDER A DMSL HIERARCHY TO SUPPORT DIRECT MANAGEMENT TO THE BRIGADE AND IMPLEMENT DIRECT ASSIGNMENT TO THE DMSL UPON COMPLETION OF NOT TEAM TRAINING. DEVELOP A SPECIAL INSTRUCTIONS TEMPLATE TO SUPPORT DIRECT ASSIGNMENTS.

(7) (U) PROVIDE A SUBJECT MATTER EXPERT (SME) POC LISTING OF FUNCTIONAL AREAS TO THE NOT TEAM.

(8) (U) COORDINATE WITH HQDA G1 AND USASSI TO UPDATE POLICIES, REGULATIONS AND GUIDANCE IN SUPPORT OF PSDR AS RESPONSIBILITY SHIFTS FROM MPD/MILPO/PER DET TO BRIGADE S1.

(9) (U) PROVIDE TRAINERS ON HRC CONTROLLED SYSTEMS FOR NOT TEAM MEMBERS AND UNITS AS REQUIRED ON DEPLOYED THEATER ACCOUNTABILITY SOFTWARE (DTAS), DEFENSE CASUALTY INFORMATION PROCESSING SYSTEM (DCIPS-FWD), TACTICAL PERSONNEL SYSTEM (TPS), ENLISTED DISTRIBUTION AND ASSIGNMENT SYSTEM (EDAS), TOTAL OFFICER PERSONNEL MANAGEMENT INFORMATION SYSTEM –II (TOPMIS-II) AND ELECTRONIC TOPMIS (ETOPMIS), DATA QUERY, COMMON OPERATING PICTURE-SYNCHRONIZED (COPS), AND ELECTRONIC MILITARY PERSONNEL OFFICE (EMILPO – PAS MANAGEMENT AND COGNOS) COORDINATE WITH THE NOT TEAM TO DETERMINE REQUIREMENTS FOR FY06.

(10) (U) COORDINATE WITH HQDA G1 AND USASSI TO ESTABLISH POLICY AND PROCEDURES FOR OFFICER AND ENLISTED PERSONNEL MANAGEMENT AND DISTRIBUTION TO BRIGADE STRENGTH MANAGERS. PROVIDE GUIDANCE TO NOT TEAM.

(11) (U) ANALYZE PSDR AUTHORIZATIONS AND CREATE A FILL PLAN FOR EACH INSTALLATION. PROVIDE PLAN TO THE NOT TEAM AND DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(12) (U) COORDINATE FOR TRAINERS AND USER CREDENTIALS FOR DEFENSE ENROLLMENT AND ELIGIBILITY REPORTING SYSTEM (DEERS) REAL-TIME AUTOMATED PERSONNEL IDENTIFICATION SYSTEM (RAPIDS) DEPLOYABLE SYSTEM FOR NOT TEAMS AND ALL INSTALLATIONS.

(13) (U) PROVIDE PERNET TECHNICIAN TO ASSIST WITH ON-SITE COORDINATION WITH INSTALLATION DOIM/NETWORK MANAGERS ON HRC SYSTEM ACCESS AND FOR IP ADDRESS CONFIRMATION DURING THE INITIAL SITE COORDINATION VISIT.

(14) (U) COORDINATE TO PROVIDE DIRECT ASSISTANCE TO BRIGADE S1S TO ESTABLISH ACCOUNTS AND CONNECTIVITY FOR DIGITAL SENDERS/SCANNERS. BE PREPARED TO RECEIVE DOCUMENTS FOR PROCESSING AND FILING FROM BRIGADE S1 VIA DIGITAL SENDERS/SCANNERS.

(15) (U) DO NOT SCHEDULE HRC SYSTEMS DOWNTIME OR MAINTENANCE DURING SCHEDULED ON SITE TRAINING.

(d) (U) HQDA G3/7 DAMO-FM/USAFMSA:

(1) (U) UNDER THE DIRECTION OF HQDA G3/7 FM, USAFMSA WILL PUBLISH OUT OF CYCLE (OOC) DOCUMENTS AS NEEDED TO APPLY PSDR TO ALL AFFECTED UNITS. COORDINATION BETWEEN DAMO-FM AND USAFMSA WILL BE THROUGH THE DESIGNATED USAFMSA PSDR POC AND THE PSS OI TO RESOLVE ANY ISSUES AND CLARIFY DOCUMENTATION DETAILS.

(2) (U) ORGANIZATIONAL INTEGRATORS ARE INDIVIDUALLY RESPONSIBLE FOR MAKING THE APPROPRIATE CHANGES TO THEIR SAMAS DATABASE AND OTHER APPLICATIONS AS NEEDED. HOWEVER, DAMO-FM LEAD WILL COORDINATE A SERIES OF 'BATCH' OUT OF CYCLE DOCUMENT CHANGES DIRECTLY WITH DAMO-FMP (FORCE ACCOUNTING AND COMMAND BRANCH). USAFMSA, DAMO-FMO AND DAMO-FMP WILL THEN MANAGE THE DOCUMENTATION PROCESS WITH ARMY COMMANDS ON A RECURRING BASIS. DETAILS ARE TO BE PUBLISHED THROUGH A FRAGO.

(e) (U) HQDA G8, G3, AND OASA (FM&C)/ABO

(U) PROVIDE FUNDING IAW FY06-FY08 PSDR IMPLEMENTATION TIMELINE AND REQUIREMENTS AS BRIEFED TO AND APPROVED BY THE VCSA.

(3) (U) TASKS TO INSTALLATION COMMANDERS/SENIOR MISSION COMMANDERS:

(a) (U) DESIGNATE AN INSTALLATION SITE POC WITH TASKING AUTHORITY FOR ACTIVITIES AT INSTALLATIONS/SITES LISTED IN ANNEX B. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.

(b) (U) DURING THE INITIAL SITE VISIT, PROVIDE THE NOT TEAM CHIEF WITH A LIST OF THE CURRENT EMILPO UIC HIERARCHY (AC UNITS ONLY).

(c) (U) DURING THE INITIAL SITE VISIT, PROVIDE NOT TEAM CHIEF WITH A LIST OF THE CURRENT ORGANIZATIONAL C2 STRUCTURE FOR ALL PERMANENTLY BASED UNITS ON THE INSTALLATION. STRUCTURE INCLUDES UNITS AT THE AA UIC LEVEL THROUGH BDE HEADQUARTERS.

(d) (U) COLLECT PERNET SYSTEM ACCESS REGISTRATION (AHRC FORM -49R) AND INFORMATION ASSURANCE SECURITY OFFICER APPOINTMENT (AHRC FORM 50R) AND FORWARD TO NOT TEAM IAW MILESTONES AT ANNEX A.

(e) (U) PROVIDE POC FOR ISSUE OF NEW HR EQUIPMENT AS REFERENCED IN ANNEX E THROUGH PSDR@HOFFMAN.ARMY.MIL TO DAMO-FM AND NOT TEAM. INFORMATION WILL INCLUDE NAME, PHONE, E-MAIL, ADDRESS, TRAINING SITE ADDRESS, EQUIPMENT CENTRAL RECEIVING POINT SHIPPING ADDRESS, AND DESIGNATED PROPERTY BOOK POC INFORMATION.

(f) (U) DURING THE INITIAL SITE VISIT, SCHEDULE AND PROVIDE THE NOT TEAM A LIST OF INTERNET CAPABLE COMPUTER CLASSROOMS AND CAPACITY. ALSO BEFORE TRAINING, ENSURE COMPUTERS HAVE ALL REQUIRED SOFTWARE AND CAN ACCESS ALL HRC AUTOMATED SYSTEMS. SYSTEM ADMINISTRATORS MUST BE AVAILABLE DURING NOT TEAM VISITS TO SUPPORT UNFORESEEN AND SHORT-NOTICE REQUIREMENTS. PSDR TRAINING HAS PRIORITY FOR COMPUTER CLASSROOM RESOURCES OVER ALL NON NCOES /OES COURSES.

(g) (U) BEFORE TRAINING, ENSURE BRIGADE / BATTALION AND SRC 12 (AG) UNIT COMPUTERS HAVE REQUIRED SOFTWARE AND CAN ACCESS ALL HRC AUTOMATED SYSTEMS REFERENCED IN ANNEX B. SYSTEM ADMINISTRATORS MUST BE AVAILABLE DURING NOT TEAM VISITS TO SUPPORT UNFORESEEN/SHORT NOTICE REQUIREMENTS.

(h) (U) PROVIDE LOCAL SME AS ASSISTANT INSTRUCTORS PER TRAINING REQUIREMENTS PROVIDED BY THE NOT TEAM AS REFLECTED IN ANNEX F.

(i) (U) ENSURE CURRENT AND PROJECTED BRIGADE AND BATTALION S1 PERSONNEL HAVE VALID PERMANENT OR INTERIM SECRET CLEARANCES (OR AN OFFICIAL DOCUMENTED REQUEST FOR CLEARANCES). FAVORABLE BACKGROUND CLEARANCE IS REQUIRED TO ACCESS HRC SYSTEMS AND SECRET CLEARANCE IS REQUIRED TO ACCESS DTAS.

(j) (U) MAXIMIZE TRAINING SEATS BY MINIMIZING LEAVES, PASSES, NON ESSENTIAL SCHOOLS, AND OTHER DUTIES DURING PSDR CONVERSION TRAINING AND IMPLEMENTATION DATES.

(k) (U) DEVELOP SUSTAINMENT TRAINING AND COMMUNICATION PROGRAMS TO MAINTAIN AND ENHANCE PROFICIENCY ON NEW TASKS AND FUNCTIONS.

(l) (U) INSTALLATION STRENGTH MANAGERS WILL ENSURE EQUITABLE DISTRIBUTION OF SOLDIERS RANKS AND SKILLS WHEN CROSS-LEVELING TO BRIGADES. WHEREVER POSSIBLE, EACH CONVERTING BRIGADE S1 WILL RECEIVE SOLDIERS WITH EXPERIENCE IN SEMI-CENTRALIZED PROMOTIONS, CENTRALIZED PROMOTION BOARD PROCESSING, RECORDS CUSTODIAL MANAGEMENT, COMMON ACCESS CARD PROCESSING, AND PAS MANAGEMENT.

(m) (U) DURING BLACKOUT, AS AN EXCEPTION, MPD/MILPO/PER DET WILL BE PREPARED TO ASSUME MISSIONS OF INACTIVATING PER DETS OR CONTINUE TO PROCESS THE FOLLOWING ACTIONS: PROMOTION PROCESSING, CASUALTY DOCUMENT PREPARATION, STRENGTH RELATED TRANSACTIONS, EMERGENCY LEAVES, AND OTHER EMERGENCY UPDATES AS DETERMINED BY THE SENIOR MISSION COMMANDER OR DESIGNATED REPRESENTATIVE.

(n) (U) ASSIGN SOLDIERS TO UNITS IAW ESTABLISHED EFFECTIVE DATES BASED ON IMPLEMENTATION TIMELINE.

(o) (U) COORDINATE WITH HRC TO VALIDATE SPECIAL INSTRUCTIONS TEMPLATE ON ASSIGNMENT INSTRUCTIONS / REQUESTS FOR ORDERS TO SUPPORT DIRECT ASSIGNMENT TO DMSL AND INSTALLATION IN-PROCESSING PROCEDURES.

(p) (U) CONDUCT 100 PERCENT ACCOUNTABILITY OF MILITARY PERSONNEL FILES USING THE AAA-162 REPORT AND ENSURE RECORDS CUSTODIAN

HAS PURGED EACH IAW MILPER MESSAGE 04-321. CURRENT RECORD CUSTODIAN IS RESPONSIBLE FOR COMPLETE TRANSFER TO APPROPRIATE BRIGADE S1.

(q) (U) PREPARE PLANS AND CONDUCT INVENTORY AND REDISTRIBUTION OF PERSONNEL ACTION FILES TO APPROPRIATE BRIGADES

(r) (U) ESTABLISH MPD SUPPORT FOR NON PSDR ALIGNED BATTALIONS AND COMPANIES ON THE INSTALLATION.

(s) (U) PREPARE INVENTORIES, PLANS, AND REDISTRIBUTION OR INITIAL DISTRIBUTION OF RESOURCES TO SUPPORT INCREASED REQUIREMENTS FOR OFFICES, NETWORK CONNECTIVITY, PHONE LINES, BARRACKS, AND APPROPRIATE FACILITIES FURNISHINGS.

(t) (U) APPOINT A POC TO EXECUTE CROSSLEVEL OF PERSONNEL, REDISTRIBUTE EXISTING TOE EQUIPMENT, AND TO RECEIVE, STORE AND DISTRIBUTE NEW PSDR EQUIPMENT. PROVIDE POC'S ADDRESS, EMAIL COMMERCIAL AND DSN PHONE NUMBERS TO PSDR@HOFFMAN.ARMY.MIL

(u) (U) PROVIDE DEDICATED OFFICE SPACE, PHONES, PRINTER AND COPIER SUPPORT TO THE NOT TEAM.

(v) (U) PSDR DIRECTS THE SEPARATION OF THE G1/S1 AND GARRISON MPD FUNCTIONS AND RESOURCES. MPDS WILL BE PLACED UNDER THE OPERATIONAL CONTROL OF THE GARRISON IF THEY ARE NOT ALREADY. ALL MPD CIVILIAN EMPLOYEES RETURN TO THE MPD. EMPLOYEES ARE TO TRAIN S1/G1 SOLDIERS AND CIVILIANS BEFORE THEY RETURN TO MPDS.

(w) (U) INSTALLATION POC COORDINATES FOR BILLETING AND LOGISTICAL SUPPORT OF THE NOT TEAM AT ALL TIMES AND PROVIDES THE TEAM CHIEF WITH THE DETAILS DURING THE INITIAL COORDINATION VISIT.

(4) (U) TASKS TO GARRISON COMMANDERS

(a) (U) DESIGNATE A GARRISON POC FOR EACH LOCATION LISTED AT ANNEX B. PROVIDE POC NAME, PHONE NUMBER, AND EMAIL ADDRESS TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL

(b) (U) IMA GARRISON POC, IN COORDINATION WITH (ICW) CHIEF, MILITARY PERSONNEL DIVISION (MPD) AND INSTALLATION POC, IDENTIFY AND CATEGORIZE/MAP FUNCTIONAL RESPONSIBILITY FOR ALL ESSENTIAL PERSONNEL SERVICES (EPS) AND HR FUNCTIONS PERFORMED ON THE INSTALLATION NOT IDENTIFIED ON THE PSDR S1/MPD DIVISION OF LABOR IN ANNEX D WITH THE EXCEPTION OF CIVILIAN HR FUNCTIONS. THE DEPLOYMENT OF UNITS SHOULD NOT INTERRUPT OR DISRUPT PERSONNEL SERVICES PROVIDED BY EITHER THE MPD OR UNIT S-1 SECTIONS. IMPLEMENTATION OF PSDR MAY REQUIRE REORGANIZATION OF THE GARRISON MPD. PERSONNEL AUTHORIZATIONS MAY NOT BE MOVED

OUTSIDE THE MPD OR BETWEEN UICS WITHOUT HQDA G3/7 DAMO-FMP APPROVAL. MPD CHIEFS WILL PROVIDE THEIR REORGANIZATION PLAN TO THE IMA REGION. SPECIFIC INSTRUCTIONS WILL BE PROVIDED THROUGH IMA REGIONS UNDER SEPARATE COVER. IDENTIFY AND REQUEST AUGMENTATION FOR RESOURCES, IF REQUIRED, TO EXECUTE MISSION. CATEGORIZATION AND MAPPING OF EPS AND HR FUNCTIONS MUST BE COMPLETED AND SUBMITTED TO THE IMA REGION, HQ IMA, AND THE NOT TEAM BEFORE ITS COORDINATION VISIT.

(c) (U) IMA GARRISON POC ICW CHIEF, MPD AND INSTALLATION POC WILL COORDINATE WITH NOT TEAM FOR REVIEW AND CHANGES TO FUNCTIONS, TASKS, SUPPORT, STAFFING, ETC. DUE TO PSDR IMPLEMENTATION.

(d) (U) IMA GARRISON POC, ICW INSTALLATION POC AND DOIM, WILL SURVEY AUTOMATION AND TELEPHONIC NEEDS FOR ENHANCED S1 SECTIONS AND NEW SRC 12 (AG) ORGANIZATIONS. THESE IMA ELEMENTS WILL PROVIDE A SUPPORTING PLAN TO THE NOT TEAM.

(e) (U) IMA GARRISON POC, ICW INSTALLATION POC AND DOIM, WILL ENSURE REGISTRATION OF ALL IP ADDRESSES FOR THE ENHANCED S1 SECTIONS AND NEW SRC 12 (AG) ORGANIZATIONS. IP ADDRESSES WILL ENABLE CONNECTIVITY WITH HRC AUTOMATED SYSTEMS. ADDITIONALLY, IP ADDRESSES FOR NOT CLASSROOMS WILL BE REGISTERED BEFORE THE NOT TEAM ARRIVES. (SEE ANNEX A, MILESTONES)

(f) (U) IMA GARRISON POC, ICW INSTALLATION POC, AND DPW, WILL SURVEY SPACE REQUIREMENTS AND PREPARE A FACILITY PLAN TO MEET NEW REQUIREMENTS. IMA WILL CONFIRM THE FINDINGS WITH THE NOT TEAM NLT ONE MONTH BEFORE TRAINING/IMPLEMENTATION. FACILITY MODIFICATION PROJECT INFORMATION OVER LOCAL THRESHOLDS MUST BE RECEIVED BY ACSIM/IMA BY ACSIM ESTABLISHED DATES TO ENSURE FUNDING AND PLAN SPECIFICATIONS AND PREPARATION.

(g) (U) IMA GARRISON POC, ICW INSTALLATION POC AND DPW, WILL CONDUCT A FURNISHINGS SURVEY AND CONFIRM ADEQUACY OF RESOURCES WITH THE NOT TEAM.

d. (U) COORDINATING INSTRUCTIONS.

(1) (U) SUPPORTED AND SUPPORTING COMMANDERS:

(a) (U) THE ADJUTANT GENERAL (TAG), HRC, IS LEAD AGENT FOR PSDR IMPLEMENTATION. TAG HAS DIRECT LIAISON AUTHORITY (DIRLAUTH) TO COORDINATE IMPLEMENTATION ACTIVITIES WITH ARMY COMMANDS. TAG MAY FURTHER DELEGATE DIRLAUTH TO THE CHIEF, CONCEPTS DEVELOPMENT AND INTEGRATION DIVISION (CDID), HRC.

(b) (U) ALL PLANNING FACTORS/SUSPENSES FOR THIS EXORD ARE CONTAINED IN ANNEX A.

(c) (U) INSTALLATION COMMANDERS WILL APPOINT A LEAD WITH PSDR-RELATED TASKING AUTHORITY OVER TENANT ORGANIZATIONS.

(d) (U) UNITS SCHEDULED FOR PSDR CONVERSION IN FY 06 ARE AUTHORIZED TO USE THEIR FY 07 MTOE DOCUMENTS AS JUSTIFICATION FOR REQUISITIONING EQUIPMENT AND PERSONNEL IN FY 06 TO LEVELS AUTHORIZED IN THE FY 07 DOCUMENTS.

(e) (U) MAXIMIZE CROSSLEVELING OF EXISTING PERSONNEL AND EQUIPMENT.

(f) (U) ARMY COMMANDS WITH AG UNITS EITHER INACTIVATING OR TRANSFERING TO OTHER COMMANDS WILL COORDINATE WITH THE GAINING COMMAND G4 REGARDING EQUIPMENT TRANSFER. IN MOST CASES, COMMANDS WILL CROSS-LEVEL EQUIPMENT FROM SRC 12 (AG) UNITS WITHIN THEIR COMMANDS PRIOR TO REQUESTING DISPOSITION INSTRUCTIONS FOR EXCESS EQUIPMENT FROM THE LINE ITEM MANAGER IN HQDA G4, G8 OR ARMY MATERIAL COMMAND. HOWEVER, IN EUSA THE PRIORITY FOR EQUIPMENT FROM AG UNITS IS TO TRANSFER EQUIPMENT TO USARPAC IN ORDER TO MAXIMIZE EQUIPMENT READINESS OF 8TH HRSC.

(g) (U) IDENTIFY AND LIST ALL MANNING, EQUIPPING, TRAINING AND FACILITY SHORTFALLS ASSOCIATED WITH PSDR IMPLEMENTATION. PROVIDE THE LIST TO DAMO-FM POC THROUGH PSDR@HOFFMAN.ARMY.MIL.

(h) (U) READINESS REPORTING POLICY IS IAW AR 220-1 FOR UNITS REORGANIZING, ACTIVATING, AND INACTIVATING UNDER PSDR. UNITS REQUESTING AN EXCEPTION WILL COORDINATE THROUGH THEIR HIGHER COMMANDS WITH ARMY G-3/5/7 DAMO-ODR.

(2) (U) UNIT PLANS FOR IMPLEMENTATION BY UIC AND IMPLEMENTATION DATE ARE CONTAINED IN THE SEPARATE INSTALLATION ANNEXES.

(3) (U) UNIT DESIGNATIONS ARE SUBJECT TO CHANGE BASED UPON INPUT FROM THE CENTER OF MILITARY HISTORY.

(4) (U) ALL STATIONING DECISIONS ARE SUBJECT TO CHANGE BASED ON THE ARMY CAMPAIGN PLAN, BASE REALIGNMENT AND CLOSURE, OR INTEGRATED GLOBAL POSITIONING AND BASING STRATEGY PROCESSES.

(5) (U) CAISI AND VSAT ARE CENTRALLY FUNDED AND MANAGED LINS THAT ARE MAJOR COMPONENTS OF PSDR. THIS EQUIPMENT (VSAT, CAISI, ETC.), WHICH IS IDENTIFIED IN ANNEX E, IS AN HQDA INITIATIVE MANAGED BY THE DCS, G-1 UTILIZING YEAR OF EXECUTION AND BUDGET YEAR GWOT SUPPLEMENTAL

FUNDING. PSDR SUSTAINMENT FUNDING IS INTEGRATED INTO THE 08-13 POM. CDID, HRC, WILL SERVE AS THE HR EQUIPMENT FIELDING INTEGRATOR FOR PSDR. HR EQUIPMENT FOR UNITS SCHEDULED FOR CONVERSION IN FY06 HAS BEEN PURCHASED AND COST REQUIREMENTS FOR FY07 ARE REQUESTED AS PART OF THE FY07 MAIN SUPPLEMENTAL.

(5) (U) DIRLAUTH ALCON FOR PLANNING GUIDANCE AND COORDINATION. KEEP HQDA G-3/5/7 (DAMO-FM) POC INFORMED.

4. (U) ADMINISTRATIVE AND LOGISTICS. OMMITTED.

5. (U) COMMAND AND CONTROL.

a. (U) ARMY G3 DAMO-FM POC AND EMAIL ADDRESS IS LTC EMILY GRAVES, (703) 692-7296, EMILY.GRAVES@HQDA.ARMY.MIL. ROUTE RESPONSES TO DAMO-FM FOR IMPLEMENTATION TASKS THROUGH PSDR@HOFFMAN.ARMY.MIL.

b. (U) THIS ORDER, ITS ANNEXES AND OTHER DOCUMENTS PERTINENT TO PSDR IMPLEMENTATION ARE POSTED TO THE PSDR KNOWLEDGE CENTER ON THE ARMY KNOWLEDGE ONLINE (AKO) PORTAL. (File I.D. 5596488) AT THE AKO HOME PAGE, CLICK ON THE "FILES" ICON ON THE TOOLBAR AT THE TOP OF THE SCREEN. THEN ON THE LEFT SIDE OF THE SCREEN CLICK ON "U.S ARMY ORGANIZATIONS". IS "OPERATIONS" VISABLE? IF NOT, THEN IN THE MAIN PANEL FIND "OPERATIONS" AND REGISTER YOUR ACCESS. TO DO THIS, CHECK THE BOX TO THE LEFT OF OPERATIONS AND ON THE TOOLBAR AT THE TOP CLICK "REGISTER." YOU WILL BE AUTOMATICALLY REGISTERED; CLICK "FINISH". NOW ON THE LEFT CLICK ON THE PLUS SIGN NEXT TO "OPERATIONS". AT THE BOTTOM OF THE MAIN PANEL GO TO PAGE 2 TO FIND THE "PSDR" ORGANIZATIONAL KNOWLEDGE CENTER. ANY AKO USER IS PERMITTED READ-ONLY ACCESS. IF "OPERATIONS" DID APPEAR ON THE LEFT BELOW "U.S. ARMY ORGANIZATIONS," YOU WILL NEED TO REGISTER FOR AUTOMATIC ACCESS TO "PSDR". DO THIS BY CLICKING THE BOX NEXT TO "PSDR" AND THEN ON THE TOOLBAR AT THE TOP CLICK ON "REGISTER". IF YOU ARE NOT SUCCESSFULLY REGISTERED ON THE FIRST TRY, JUST TRY AGAIN. YOU MAY ADD THE PSDR KNOWLEDGE CENTER TO YOUR FAVORITES. IF YOU NEED ASSISTANCE, THE AKO HELP DESK IS AVAILABLE 24 HOURS EVERY DAY AT DSN 654-4357.

JAMES J. LOVELACE
Lieutenant General, GS
Deputy Chief of Staff, G-3/5/7

Annexes:

A – PERSONNEL SERVICES DELIVERY REDESIGN MILESTONES

B – AC IMPLEMENTATION TIMELINE
C – NON HR EQUIPMENT DISTRIBUTION
D – MPD PSDR TASK LIST DIVISION OF FUNCTIONAL RESPONSIBILITIES
E – HR EQUIPMENT DISTRIBUTION
F – USASSI NOT TEAM TRAINING TASK MATRIX
G – ALASKA
H – BELGIUM
I – FT DETRICK, MD
J – FT BELVOIR, VA
K – FT BENNING, GA
L – FT BLISS, TX
M – FT BRAGG, NC
N – FT CAMPBELL, KY
O – FT CARSON, CO
P – FT DRUM, NY
Q – FT EUSTIS, VA
R – FT GORDON, GA
S – FT HOOD, TX
T – FT HUACHUCA, AZ
U – FT IRWIN, CA
V – FT LEE, VA
W – FT LEONARD WOOD, MO
X – FT LEWIS, WA
Y – FT MEADE, MD
Z – FT MYER, VA
AA – FT POLK, LA
BB – FT RILEY, KS
CC – FT SAM HOUSTON, TX
DD – FT SILL, OK
EE – FT STEWART, GA
FF – GERMANY
GG – HAWAII
HH – HUNTER ARMY AIRFIELD, GA
II – ITALY
JJ – KUWAIT
KK – SAUDI ARABIA
LL – FT STORY, VA
MM – JAPAN
NN – KOREA
OO – FT KNOX
PP – GUANTANAMO
QQ – COMMUNICATIONS PLAN
RR – INFORMATION FOR MEMBERS OF CONGRESS
SS – AG UNIT PERSONNEL AUTHORIZATIONS

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